



## Certificate of Appropriateness Application

**Office Use Only**

Date Received:	Fee Receipt #:	Zoning District:	Parcel #:
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**Site Information**

Property Address:	Present Land Use:
Historic District/Landmark:	

**Applicant Information**

Name:	Phone:	Email:
Address:		
Applicant is:	Owner	Authorized representative/other (describe):
Owner information (if different than Applicant)		
Name:	Phone:	Email:
Address:		

**Details of Request (attach additional pages, if needed)**

Narrative of proposed work:	
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**Work Information**

Contractor Name:	Phone:	Email:
Address:		
Architect/Engineer:		

Include with this application:

- |   |   |
|---|---|
| Photos of structure & existing conditions   | Historic plans, photos, etc. if returning structure to earlier appearance |
| Building, Landscaping, & Lighting Plans (if applicable)                                       | Elevations of proposed alterations/additions/relocations                  |
| Samples of colors, landscaping, and/or materials to use                                       |   |
| Site Plans showing dimensions, parking areas, fencing, and any structures on-site or proposed |   |

*Submission of Materials:* Required & requested documentation must be submitted to the Development Services Department in order for the application to be placed on the agenda for review by the Historic Preservation Committee.

*Attendance:* Attendance at meetings is not required, but it is **strongly advised** that applicants or their representatives attend. Failure to attend can result in the denial or delay of review due to lack of information.

*Fees:* There is no fee for a Certificate of Appropriateness. The Certificate only applies to locally designated buildings or properties, and has no implications on Historic Preservation Tax Credits.

The undersigned's signature below indicates the information contained in this application and accompanying site plan or materials is true and correct. The undersigned acknowledges the work will be in conformance with ordinances & codes of the City of Marshfield and Wisconsin Statutes and Building Codes; that this form is not a Certificate but only an application for a Certificate of Appropriateness, and that work is not to start without the proper permit(s) and approval(s); and that work will be in accordance with the approved plans reviewed with this application. The final review of the request is by the Common Council. The undersigned authorizes City Staff, representatives of the City, Historic Preservation Committee members, Plan Commission members, and Common Council members to visit and inspect the site location listed on this application.

Applicant Signature:

Date: